

VA Paraprofessional Early Childhood Training Project: Quick guide to curriculum changes or “Everything faculty members want to know about implementing the VA Paraprofessional curriculum modifications”

Question 1: Why are we doing this?

The Virginia Paraprofessional Early Childhood Training Project is funded by the U.S. Department of Education, Office of Special Education Programs (OSEP). The Partnership for People with Disabilities at VCU has collaborated with the Virginia Community College System (VCCS) for the past two years to supplement six core courses offered in the early childhood program in order to provide optimal preparation for paraprofessionals to work with young children with disabilities and their families in a variety of early childhood settings. The goal of the project is to graduate 200 students with an enhanced knowledge of working with young children with disabilities and their families.

Question 2: Which courses have been modified?

Curriculum additions/modifications have been implemented in the following courses:

* + CHD-120
  + CHD-165
  + CHD -205
  + CHD-210
  + CHD-216
  + CHD-265

Question 3: How do I get the modified materials?

There are several ways for faculty to obtain the modified materials.

1. All materials to implement changes should be available from your program heads. Materials include:

* A course binder (hard copy) that includes all assignments, an implementation checklist, and rubrics for the assignments
* A Flash drive that contains:
  + All course materials
  + A folder of supplemental materials, organized by course numbers
  + A separate file for Rubrics - for a quick glance
  + A separate file for Implementation Checklists – for a quick glance
  + A separate file for Student Self-Assessment and Tracking Survey forms (for CHD 120 and CHD 265 only)

\*If you are teaching CHD 210 you will also be provided a CARA’s Kit if you haven’t received one previously.

**2. Wiki Site:** Materials can also be accessed through the VA Paraprofessional Wiki Site at <https://vaparaprofessionalearlychildhoodtrainingproject.wikispaces.com/> . You do not have to log on or be invited to access this site.

3. Faculty can also email Debbie at [lickeydc@vcu.edu](mailto:lickeydc@vcu.edu) to obtain specific materials and support when needed. Question 4: What are my responsibilities as a faculty member teaching one of these courses?

Besides teaching the new materials (see Assignments below for more in-depth information), ***the most important and critical task*** we ask you to perform each time you teach a class is to provide us with the data that confirms that the students are being prepared with additional knowledge about teaching a diverse population. Fortunately, our evaluator, Kathy Lynch, has simplified this process for you!

* **Implementation Checklists:**

The Implementation Checklists are *the most vital* data collection instruments for our project. Please be sure to fill out these checklists and send them in at the end of each semester. They should take no more than five minutes for you to complete. Our evaluator, Kathy, has created forms that link directly to the project’s data base. At the bottom of the form on your flash drive and on the wiki site, you will click on a clearly marked hyperlink that will take you to the online form. There is a hard copy of this form at the front of each packet if you would like to fill it out as you teach the assignments throughout the semester. In subsequent semesters you can make additional hard copies of the forms from the flash drive as needed. Although we prefer that you complete the forms online, we will also gladly accept paper or emailed copies if you find it easier to complete the checklists that way; what is most important is that we get your feedback in one form or another! The address to send completed checklists is:

Debbie Lickey

P. O. Box 843020   
Virginia Commonwealth University  
Richmond, Virginia 23284-3020

* **Student Survey forms:**

The Student Self-Assessment and Tracking forms will help us assess student growth in their knowledge and comfort level in working with a diverse group of children through an informal survey in classes **CHD 120 and CHD 265**.

* + Please instruct the students to go online, read the invitation to participate in the evaluation, and if they agree, to complete the survey in ***the first two weeks******of class* in CHD 120** and in ***the* *last two weeks of class* in CHD 265.** We have provided scripts on your flash drive for faculty to read in introducing these surveys to the students
* **Assignments:**

The VA Paraprofessional project staff recognizes and truly appreciates the breadth and depth of faculty experiences. Although the expectation for participation in the project is that faculty complete all assignments marked as **“Required Activities,”** the way in which you choose to complete them is up to you. We have provided detailed descriptions designed to make life easier, but we also know that faculty members bring their own creativity and knowledge of both content and their current student population to the teaching environment. Feel free to make these assignments your own; if it works best for you to assign an activity as group work, class discussion, online homework, etc. please do so. Our intention is to provide the students with the information and strategies that would facilitate their teaching a diverse group of children, while providing them with the excellent online resources that are available for teachers to use throughout their teaching careers.

Again, we are so appreciative of your contribution to creating this new opportunity for continued excellence in the early childhood teaching populace in the state of Virginia!

If you have questions or need assistance please do not hesitate to contact us:

Debbie Lickey: Project Coordinator Kathy Lynch: Project Evaluator Deana Buck: Project Director

[lickeydc@vcu.edu](mailto:lickeydc@vcu.edu) [klynch@vcu.edu](mailto:klynch@vcu.edu) [dmbuck@vcu.edu](mailto:dmbuck@vcu.edu)

(804) 873-5877 (804) 828-9580 (804) 827-0198